



DSX Access Systems, Inc.

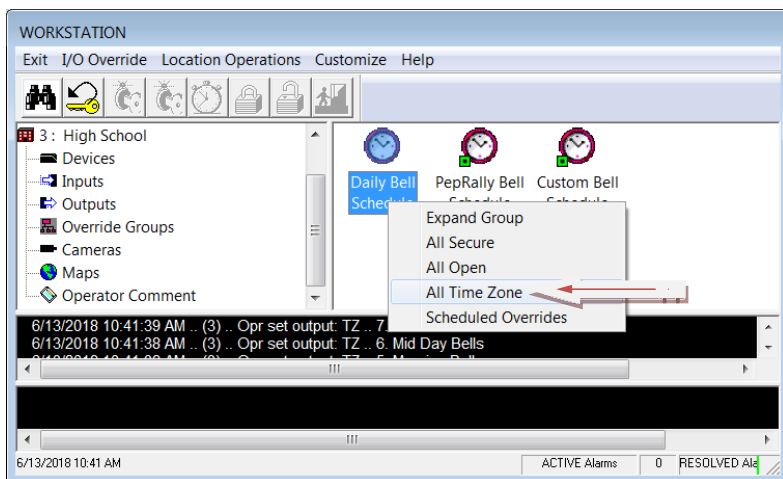
## Bell Schedules Operation

### Bell Schedules cause passing doors to unlock

School campuses that use a Bell system to signify the beginning of a passing period sometimes require specific doors to unlock to allow the passage of students between buildings and areas. Below is how to use the Bell Schedule application in DSX and how to change the schedule of the passing periods. It also discusses how to program a Custom Bell Schedule.

### Operation

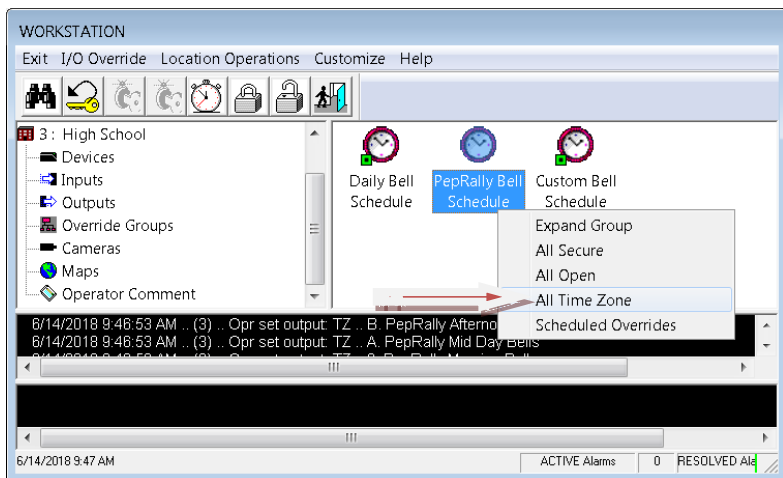
In Workstation select the Location of interest. Go to Override Groups and right click on the Schedule you want active and select - All Time Zone. Right click on the other Schedules and select All Open. The End Result is the Schedule of choice is now unlocking the Passing Doors during the Passing Periods. The inactive schedules have Green squares with a black dot in the middle. This signifies the Schedule is not running.



This example shows the normal Daily Bell Schedule being enabled and the others disabled. Once enabled it will stay enabled indefinitely.

Right Click on the Schedule to be enabled and select All Time Zone. Right Click on all other Schedules and select All Open.

A scheduled override could be defined here setting when the normal Daily Bell Schedule would be suspended and when it would go back into operation. The Start Date and Time would be when the Schedule is suspended and the Action would be Open. The Stop Date and Time would be when the normal Daily Bell Schedule would go back into operation and the Action would be Time Zone.



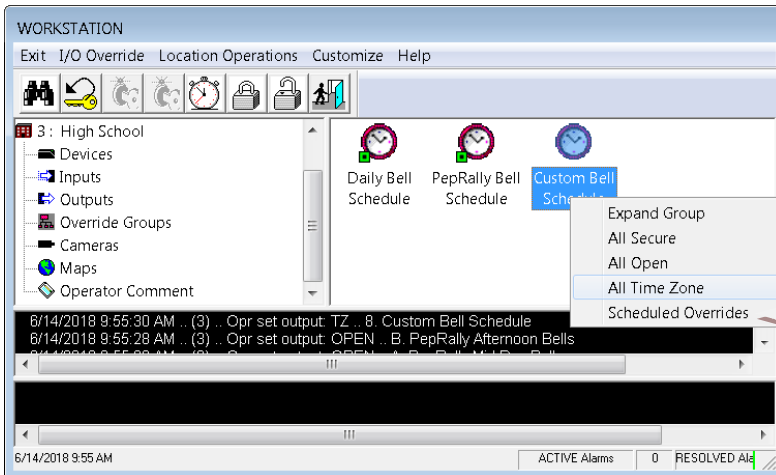
This example shows the normal Daily Bell Schedule being suspended and the PepRally Schedule being enabled. This could be done the day before after the last bell or the morning of before the first bell.

Right Click on the PepRally Schedule and select All Time Zone. Right Click on all other Schedules and select All Open.

A scheduled override could be defined here setting when the PepRally Bell Schedule would be suspended and when it would go back into operation. The Start Date and Time would be when the Schedule is suspended and the Action would be Open. The Stop Date and Time would be when the normal Daily Bell Schedule would go back into operation and the Action would be Time Zone.

## Custom Bell Schedule Programming

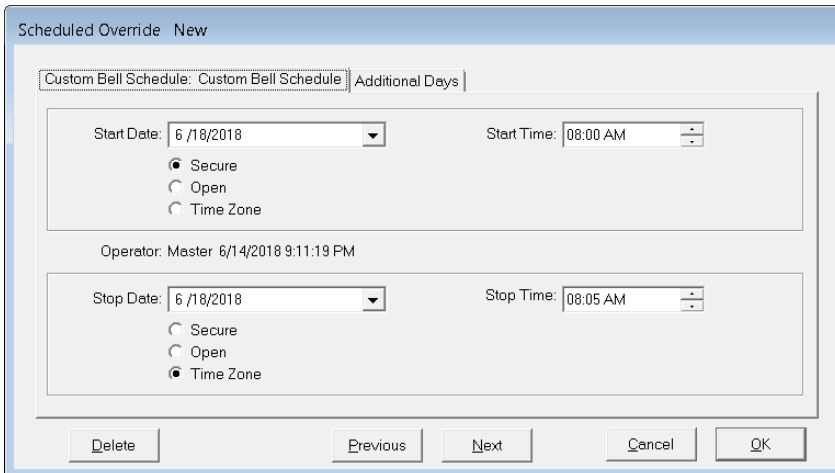
These instructions show how to program a custom bell schedule for those unexpected days where the normal schedule needs to be modified such as a bad weather day.



Right Click on the Daily Bell Schedule and select All Open.

Right Click on the PepRally Bell Schedule and select All Open.

Right Click on the Custom Bell Schedule and select All Time Zone. Then Right Click on the Custom Bell Schedule again and select Schedule Overrides.



To program the first time the Door on a Custom Bell Schedule day should unlock set the Start Date and Start Time for when it should unlock with and Action of Secure. Set the Stop Date and Time for when the door should relock with an Action of Time Zone. Click ok to Save.

Repeat these steps until every Passing Period is defined.

## How to Change the Bell Schedules

1. Time Zones are created for each time the system should unlock the doors. The Time Zones would be given relevant names such as First Period Bell, Second Period Bell.... There would be a Time Zone for each Passing Period (unlocking of the door). The Time Zone is defined so the Start Time is when the bells ring and the doors unlock and the Stop Time is when the Doors Relock.

See the Example below that shows the 12 Time Zones defined for the Normal Bell Schedules. Right click on one of these and select Edit to change the Schedule.

The screenshot shows the 'Hardware' menu in the 'DataBase 3: High School' application. The menu items are: Exit, Locations, Card Holder, Hardware (selected), Badging, History, Reports 1, Reports 2, Operator, Setup, and Help. Below the menu is a toolbar with icons for Time Zone, Device, Output, Input, Linking Group, Linking Level, and Camera. The main window displays a table of Time Zone Data for '3: High School'.

Select Location	3: High School							TimeZone Data	28	Operator: Master			8/12/2018	9:44 PM
NAME	SUN	MON	TUE	WED	THU	FRI	SAT	HOL1	HOL2	HOL3				
1. Start of School Bell	0 - 0	745 - 800	745 - 800	745 - 800	745 - 800	745 - 800	0 - 0	0 - 0	0 - 0	0 - 0				
2. 0 Hour Bell	0 - 0	850 - 900	850 - 900	850 - 900	850 - 900	850 - 900	0 - 0	0 - 0	0 - 0	0 - 0				
3. First Period Bell	0 - 0	950 - 956	950 - 956	950 - 956	950 - 956	950 - 956	0 - 0	0 - 0	0 - 0	0 - 0				
4. Second Period Bell	0 - 0	1050 - 1056	1050 - 1056	1050 - 1056	1050 - 1056	1050 - 1056	0 - 0	0 - 0	0 - 0	0 - 0				
5. Third Period Bell	0 - 0	1146 - 1152	1146 - 1152	1146 - 1152	1146 - 1152	1146 - 1152	0 - 0	0 - 0	0 - 0	0 - 0				
6. Fourth Period Bell	0 - 0	1236 - 1242	1236 - 1242	1236 - 1242	1236 - 1242	1236 - 1242	0 - 0	0 - 0	0 - 0	0 - 0				
7. Fifth Period Bell	0 - 0	1327 - 1333	1327 - 1333	1327 - 1333	1327 - 1333	1327 - 1333	0 - 0	0 - 0	0 - 0	0 - 0				
8. Sixth Period Bell	0 - 0	1423 - 1429	1423 - 1429	1423 - 1429	1423 - 1429	1423 - 1429	0 - 0	0 - 0	0 - 0	0 - 0				
9. Seventh Period Bell	0 - 0	1519 - 1525	1519 - 1525	1519 - 1525	1519 - 1525	1519 - 1525	0 - 0	0 - 0	0 - 0	0 - 0				
A. End of SchoolBell Schedule	0 - 0	1615 - 1630	1615 - 1630	1615 - 1630	1615 - 1630	1615 - 1630	0 - 0	0 - 0	0 - 0	0 - 0				
B. Spare Bell Schedule 1	0 - 0	0 - 0	0 - 0	0 - 0	0 - 0	0 - 0	0 - 0	0 - 0	0 - 0	0 - 0				
C. Spare Bell Schedule 2	0 - 0	0 - 0	0 - 0	0 - 0	0 - 0	0 - 0	0 - 0	0 - 0	0 - 0	0 - 0				
D. Passing Doors 24/7	0 - 2400	0 - 2400	0 - 2400	0 - 2400	0 - 2400	0 - 2400	0 - 2400	0 - 2400	0 - 2400	0 - 2400				
E. Always/Bells don't change	0 - 2400	0 - 2400	0 - 2400	0 - 2400	0 - 2400	0 - 2400	0 - 2400	0 - 2400	0 - 2400	0 - 2400				
F. 24/7 Door Lock Schedule	0 - 2400	0 - 2400	0 - 2400	0 - 2400	0 - 2400	0 - 2400	0 - 2400	0 - 2400	0 - 2400	0 - 2400				

1. To change one of these Time Zones, right click and select Edit or double click on the name of the Time Zone. The name can be changed if needed and on the Schedule Tab the Passing Period can be redefined.

**TZ: 1. Start of School Bell - General Tab**

Location: High School

Name: Start of School Bell

Time Zone is ON when Linked to

Time Zone is OFF when Linked to

Add To Location Group:

Notes:

Buttons: Print Linking Report, Previous, Next, Cancel, OK

**TZ: 1. Start of School Bell - Schedule Tab**

Set Mon - Fri

Sunday Start:	0	Stop:	0	Sun	Active
Monday Start:	745	Stop:	800	Mon	InActive
Tuesday Start:	745	Stop:	800	Tue	InActive
Wednesday Start:	745	Stop:	800	Wed	InActive
Thursday Start:	745	Stop:	800	Thu	InActive
Friday Start:	745	Stop:	800	Fri	InActive
Saturday Start:	0	Stop:	0	Sat	InActive
Holiday 1 Start:	0	Stop:	0	Hol1	InActive
Holiday 2 Start:	0	Stop:	0	Hol2	InActive
Holiday 3 Start:	0	Stop:	0	Hol3	InActive

Timeline: 0, 0600, 1200, 1800, 2400

Buttons: Print Linking Report, Previous, Next, Cancel, OK

2. Change the Start and or Stop Time on the Monday line and then click on the "Set Mon-Fri" button at the top and it will apply your change to every weekday. Click Ok to save the changes to this Passing Period Bell Schedule. do this to any of the predefined Normal Bell Schedules.

**TZ: 1. Start of School Bell - Schedule Tab (Monday Change)**

Sunday Start:	0	Stop:	0	Sun	Active
Monday Start:	750	Stop:	805	Mon	InActive
Tuesday Start:	745	Stop:	800	Tue	InActive
Wednesday Start:	745	Stop:	800	Wed	InActive
Thursday Start:	745	Stop:	800	Thu	InActive
Friday Start:	745	Stop:	800	Fri	InActive
Saturday Start:	0	Stop:	0	Sat	InActive
Holiday 1 Start:	0	Stop:	0	Hol1	InActive
Holiday 2 Start:	0	Stop:	0	Hol2	InActive
Holiday 3 Start:	0	Stop:	0	Hol3	InActive

Buttons: Print Linking Report, Previous, Next, Cancel, OK

**TZ: 1. Start of School Bell - Schedule Tab (Set Mon-Fri)**

Set Mon - Fri

Sunday Start:	0	Stop:	0	Sun	Active
Monday Start:	750	Stop:	805	Mon	InActive
Tuesday Start:	750	Stop:	805	Tue	InActive
Wednesday Start:	750	Stop:	805	Wed	InActive
Thursday Start:	750	Stop:	805	Thu	InActive
Friday Start:	750	Stop:	805	Fri	InActive
Saturday Start:	0	Stop:	0	Sat	InActive
Holiday 1 Start:	0	Stop:	0	Hol1	InActive
Holiday 2 Start:	0	Stop:	0	Hol2	InActive
Holiday 3 Start:	0	Stop:	0	Hol3	InActive

Timeline: 0, 0600, 1200, 1800, 2400

Buttons: Print Linking Report, Previous, Next, Cancel, OK

Note /// These changes can also be made to the PepRally or other alternate Bell Schedules.